

**Indiana SPF SIG
Training and Outreach Workgroup Meeting
June 26, 2007**

Attending: Eric Martin, Marcia French, Kim Manlove, Jessica Parks, Rebecca Smith, Lisa Hutcheson, Tonya Richards, Dave Bozell, April Angermeier, Mary Lay

Minutes – previous meetings minutes (June 12) were approved

Contracting Process

Marcia updated everyone on the contracts – all required paperwork has been submitted. All contracts will be postdated to July 1 so that any SPF SIG project costs incurred since July 1 can be reimbursed. Any cost incurred before then will not be able to be reimbursed through SPF SIG funds, including staff time before July 1. It is the hope and plan that all contracts will be sent to communities for signing between July 11th and 15th.

Marcia is sending an email to all awardees to inform them of the date of the award and any specifics. She will also be attaching the benchmarks document.

Mary brought up the issue of actual funds not being available to communities before a minimum of 60 days from the award, if these contracts follow general state procedures. If this time frame does hold, that means there will be no actual funds available until October 1 or later if the process takes longer than 60 days. How will awardees address this issue? Marcia indicated that a majority of awardees have stated that they can incur some expenses for a couple of months until funds become available. For those communities that cannot incur expenses, they will be encouraged to seek other monies until SPF SIG funds are available. Marcia and staff will work with communities to ascertain who is able to pay expenses should SPF SIG funds not be available until October.

IAPP training

Because of the SPF SIG funding not be available, Marcia suggested talking with Chuck Kime at IAPP to discuss the possibility of hosting an additional centrally located training so that all SPF SIG awardees could attend. This would allow awardees to attend the training without incurring additional expenses not covered under SPF SIG. Ideally, all awardees would have received this training before the fall meeting.

MVOV Conference

Mary indicated that all is on track for MVOV. Registration materials have gone out.

Training

It was decided that the September “retreat” for the SPF SIG awardees should still be held in September in conjunction with the GAC meeting so that the communities could meet the GAC members. The details of this meeting are still being developed.

Newsletter

Jessica just sent out the latest edition of the newsletter, highlighting resources for community assessment and stating she would like ideas for content. Lisa suggested using the next several editions to highlight the awardees. Marcia will contact them for bio information and will forward that information to Jessica.

This “SPF SIG Spotlight” will highlight two awardees in each issue and will highlight their activities and their mission. The first awardees to be highlighted will be Allen and Green/Davies counties.

**Next meeting:
July 10th, 8:30
3 West, IGCS**

Submitted by: Lisa Hutcheson